

PURCHASE ORDER

Date: July 06, 2023

P.O. Number: PO/LNMIIT/PUR/2023-24/2302

M/s Kanakdhara Refrigeration

Shop No. 173,
Raja Park, Jaipur- 302004

Attn: Shri Somesh Sharma, Contact No. 92696-69996, Email. kanakdhararefrigeration@gmail.com

GSTIN of LNMIIT: 08AAAAT6159R1ZL

Sub.: Work order for AC machines comprehensive Annual Maintenance Contract (AMC) from 01.07.2023 to 30.06.2024.

S.No.	Particulars	Qty. (Nos.)	Qty. (TR)	Rate (per TR)	Amount (TR)
1	1 TR Spilt AC	28	28.00	905.15	25,344.20
2	1.2 TR Spilt AC	10	12.00	905.15	10,861.80
3	1.5 TR Spilt AC	79	118.50	905.15	107,260.28
4	2 TR Spilt AC	48	96.00	905.15	86,894.40
5	5 TR Spilt AC	3	15.00	2,008.76	30,131.40
6	20.0 Ton Ductable AC (5 TR 4 unit in 1 Nos outdoor = 20 Tr., Total 2 outdoor unit means 20 tr x2 unit outdoor= 40 tr)	2	40.00	2,159.80	86,392.00
7	1.5 TR Window AC	140	210.00	533.61	112,058.10
8	2 TR Window AC	18	36.00	533.61	19,209.96
9	7.5 TR Duct able AC	10	75.00	2,008.76	150,657.00
10	11TR Ductable AC (5.5 +5.5 *13 nos.)	13	143.00	2,159.80	308,851.40
Total					937,660.54
GST @18%					168,778.90
Total with GST					11,06,439.43
Rupees Eleven Lakh Six Thousand Seven Hundred And Thirty-Nine only.					11,06,739.00
For Annual Maintenance of AC as mentioned above (Indenter Estate Office)					Nearest rounded off figure

Contract Period and Renewal: Starting from July 01, 2023 to June 30, 2024 (may be renewed/extended On the basis of service records arid our internal feedback, we may renew the agreement/purchase order for further period on same or modified terms and mutually agreed value, as decided by the management of the institute.

Scope of the work:

A. AMC includes.

- Air conditioners' services include all types of the parts thereof (Compressor, GAS, Running & Starting Capacitor, Relay, OLP, Motor, Condenser coil, Cooling Coil, Contactors, PCB & blower Non inverter AC). In case due to non-availability of the part(s), the substitute part(s) shall be approved by the Electrical Engineer/Estate Manager in writing. The compressor if replaced will be brand new Kirloskar make. However, the vendor will furnish the warranty of the new compressors till the end of AMC period only.
- Pre-maintenance/Preventive service of each AC as per scheduled given in writing to our EE.
- All parts must be new and original.
- MIS of each AC shall be maintained – Separate **Job Card** should be maintained, and a **Sticker** on each AC's indoor unit should be affixed mentioning the date of service each time. Affixed permanent ID marks on each outer unit of AC.
- The counter signature of service receiver should be taken on each AC's job card.
- Shall report to the Electrical Engineer or a person authorized in this regard.
- Per-maintenance/Preventive service of each AC machine: Minimum **twelve mandatory services in a year** shall have to be provided by the service provider. The AC machine will be examined completely and tune-up accordingly.
- Preventive service maintenance every three months, during which the service provider shall clean filters of the machine, AC machines cleaning, internal electrical interconnections, and check AC for proper functioning.
- All replaced parts must be new and original; parts should be changed as per the company's standard of useful life.
- Service provider shall report to the engineer, or a person authorized in this regard.

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11. AC machines under Comprehensive AMC:

* Spilt AC 1 TR	28 Nos.
* Spilt AC 1.2 TR	10 Nos.
* Spilt AC 1.5 TR	79 Nos.
* Spilt AC 2.0 TR	48 Nos.
* Spilt AC 5.0 TR (Sr.No.5, 6)	3 split + 8 ductable (2 x 4)= 11 Nos.
* Window AC 1.5 TR	140 Nos.
* Window AC 2.0 TR	18 Nos.
* Duct able AC 7.5 TR	10 Nos.
* Duct able AC 11.0 TR	13 Nos.
Total Nos. of AC machines	357 Nos.

(The number of AC machines may be added or less then the number shown above, as decided by the engineer due to any reason)

12. Any complaint that will not be attended to within the stipulated time will treat as a violation.

B. Terms & Conditions:

- i. Attending breakdown calls and repair of units.
- ii. The service provider shall use only new and original genuine spares including all other consumable parts etc. and be shown to the Engineer/authorized person before its use, which are needed for the repair of the unit. Nothing shall be supplied by the institute. Old, repaired parts / material will be the property of the bidder. The replaced parts against purchase by the Institute will be the property of the Institute. Purchased Record for the purchase and utilizing the materials along with the purchase bills shall be maintained by the agency and the same shall be shown to the engineer/authorized person as and when demanded by the institute.
- iii. If, the work is not found satisfactorily, the work can be got done from another agency at the risk & cost of the service provider. A service logbook has to be maintained by the service provider, in which all the repair and maintenance work shall be indicated and duly signed by the engineer, or any other person assigned by the engineer.
- iv. Institute will provide nothing to the service provider, except free electricity, water at fixed points, for the completion of the assigned repair works. The rates are to be given accordingly.
- v. The repair works as far as possible be done at the Institute during Institute working hours.
- vi. The Institute will pay no separate charges for the cartage for taking the machines or parts to the service provider repair site, if so, required for any repair.
- vii. While taking the unit for repairs to Service provider workshop if required so, the Service provider shall inform the engineer/authorized person in writing, regarding Serial No. of various accessories of the unit and take written permission and the unit shall be brought back within reasonable time. During this period, the service provider shall have to make standby arrangements for other " AC Machine or part of it" at his own level and nothing extra shall be payable for it. During transit of the machine or part from the site to the workshop or vice versa, the safety of the material is the responsibility of the service provider, and he should ensure that the machine or part is not damaged or stolen in transit.
- viii. After getting back the unit duly repaired, the Sr. No. will be verified by Institute. The compressor can be replaced if required, by the service provider by original one of the same manufacturers with intimation to the engineer in writing.
- ix. The Contractor shall adopt all safety measures, which are essential for the execution of the work. The Institute shall not be responsible for any mishappening if occurred while doing the work; this may please be noted very carefully. The contractor is advised to have insurance for his staff workers against any mishappening while attending the work at his own level.



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- x. **Working time:** The service provider is required to deploy a well-trained technician with sufficient numbers of spares required to maintain the AC machines. Maintenance technicians shall report daily in the institute campus **between 9.00 a.m. to 6.00 p.m., except Sunday** to attend the complaints as soon as the same is received.
- xi. **Emergency Service:** In case of an urgent need, the services of the engineer may also be requisitioned on holidays and night times without any additional charges
- xii. The technician undertakes preventive service of all the machines, every three months and clean all filters of the machine, AC cleaning, internal electrical interconnections and check AC for proper functioning. Service provider shall submit the schedule of preventive service to the office of engineer. The gas shall be checked during the monthly service, 90% to 95% pressure should be maintained at all the time.
- xiii. Technicians deployed at the site shall mark their daily attendance at the main gate on routine basis.
- xiv. Details of day to 'day routine/preventive maintenance work/service/repairing of any AC will be recorded by service provider service personnel in a Maintenance Register and Machine wise job card duly countersigned by Institutes authorized person/ concern user. Vendor shall provide the list of the jobs which are to be done on routine basis.
- xv. Institute may ask to station a team of two technicians during night hours for managing and rectifications of complaints.
- xvi. The Service Engineer will report and coordinate with the engineer or any other maintenance staff authorized by the engineer. The Mobile numbers of the service engineer shall be informed to the engineer to have immediate contact with him.
- xvii. Service provider and his staff have to co-ordinate with the Maintenance staff of the Institute for proper functioning of all jobs
- xviii. **Response Time:** Service provider and his staff have to co-ordinate with the Maintenance staff of the Institute for proper functioning of all jobs and require attending the complaint within 4 hours of complaint if the same is being registered during working hours or within 02 hours on next working day if the complaint is registered during non-working hour or holiday. In the case of emergency call, the services shall be made available within 4 hours.
- xix. **Penalty:** Any complaint shall be entertained within 4 hours' period from the time of reporting the complaint, otherwise the Institute may impose monetary **penalty of Rs. 500/- for each failure**, in addition to the cost of repairing charges, if the repairing is got done from another agency.
- xx. Details of day to day routine/preventive maintenance work/service/repairing of any AC machine will be recorded by your service personnel in a Maintenance Register and AC Machine wise job card duly countersigned by Institute's authorized person/concern user.
- xxi. Preventive / routine maintenance shall also be recorded and shall be duly signed by the concerned person/user.
- xxii. MIS report should be submitted along with the monthly bill showing summary of job done during the month (abstract of job card).
- xxiii. Payment shall be made on a monthly basis after receiving the bill from the service provider on the satisfactory report from the engineer. Subject to TDS and any other taxes as applicable.
- xxiv. The number of AC machines may be added or less than the numbers shown above, as decided by the engineer due to any reason.
- xxv. **Termination:** All rights are reserved with the Institute to consider/reject partly or completely any or all the tenders without assigning any reason. The institute has all rights to terminate the contract at any time even when it is in progress. Either party can terminate the contract by giving one month's advance notice in writing.

Violation of Agreement:

- i. The service provider must submit all the deliverables as per the purchase order/agreement.
- ii. Any complaint not attended within a stipulated time period shall be treated as violation of the agreement.

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Payment Terms: Payment shall be made within 7 days after receiving the bill/ invoice on a monthly basis. All payments are subject to TDS etc. as applicable. MIS report should be submitted along with monthly bill /invoice showing summary of job done during the month (abstract of job card). Performa of the MIS shall be provided to the vendor, which he will furnish with each month's bill/invoice. The monthly bill/invoice shall not be processed in the absence of this report.

Arbitration: All disputes and differences arising between the two parties in connection with this order shall be mutually settled as far as possible, failing which, all such disputes shall be referred to arbitration and settlement under the provision of the Arbitration and Conciliation Act, 1996 and as amended from time to time or any such law for the time being prevailing in India. The venue of such arbitration shall be Jaipur.

Other T&C

1. Please contact for technical clarification : (1) Mr. Banwari Lal Sharma Email : banwari@lnmiit.ac.in (2) Estate Manager Email: estate.manager@lnmiit.ac.in
2. Please deliver the goods between 10:00 AM to 12:00 PM and 03:00 PM to 05:00 PM on working days (Monday to Friday) after informing us at the contact no. : Mr. Indraraj Sharma (7792922271), Jr. Assistant Purchase.
3. For any clarification, please contact Mr. Govind Chandwani, Purchase and Store Manager, at 9950997472 or e-mail at govindchandwani@lnmiit.ac.in.
4. Acceptance of goods/services shall be subject to conformity to the specifications mentioned in your offer.
5. **Your invoice should also be marked with the PO number.**
6. **In the case of AMC/annual subscription services, the billing period should be mentioned on each invoice.**
7. Please submit a copy of this PO & copy of the cheque (for bank details) with the invoice.
8. For payment-related matters, please contact 0141- 3526102 to 3526105 (Accounts Office)
9. To confirm the acceptance, please send us a signed copy of this purchase order/confirm by email at the earliest.

For, The LNM Institute of Information Technology,



(Ashok Kumar Salecha)

Acting Purchase Officer | Mobile: 9413341246 | Email: finance@lnmiit.ac.in

PURCHASE ORDER

Date: December 29, 2023
P.O. Number: PO/LNMIIT/PUR/2023-24/2763

M/s Daikin Airconditioning India Pvt. Ltd.
2-3-4, 6th Floor, Man Upasana Plaza, C-44, Sardar Patel Marg, C- Scheme,
Jaipur-302001, Rajasthan, India

S-10-11-12, 2nd Floor, Geejgarh Tower, Hawa Sarak, Jaipur.

Attn. Mr. Naresh Sharma, Contact No. 7340026431 Email. naresh.sharma@daikinindia.com

GSTIN of LNMIIT: 08AAATT6159R1ZL

Sub.: Purchase order for comprehensive maintenance contract for Daikin Air Conditioners.

S.No.	Particulars	Quantity	UOM	Rate	Amount
1	A-40 HP VRV	4	Nos.	70,000.00	2,80,000.00
2	A-36 HP VRV	2	Nos.	65,750.00	1,31,500.00
3	A-Touch	1	Nos.	7,800.00	7,800.00
Detailed specification and work scope shall be as per your bid				Total	4,19,300.00
				Discount	1,44,699.86
				Total After discount	2,74,600.14
				GST @18%	49,428.02
				Total with GST	3,24,028.16
Rupees Three Lakh Twenty Four Thousand and Twenty Eight only.					3,24,028.00
For Estate Office					

AMC Period: Six months from the start of services i.e. 01.01.2024 to 30.06.2024.

Scope of Work: The following services will be provided under the AMC.

- 4 (Four) routine services (1 wet & 3 dry)
- Immediate attendance of break down, if any
- Refrigerant Gas charging at the time of Compressor Sensor/Four way valve replacement and for reasons other than attributable to environmental corrosion.

The following **Spare Parts** shall be replaced free of cost in case of any breakdown during the AMC period

1. Compressor, 2. Fan Motor, 3. PCB, 4. Magnetic Switch, 5. Transformer, 6. Other electrical parts of AC

Payment Terms: 100% advance.

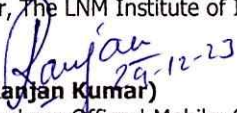
Response Time: The complaint shall be attended to on same day, for the complaint informed before 03:00 PM and on next working day till 12:00 PM for the complaint informed after 03:00 PM.

Arbitration: All disputes and differences arising between the two parties in connection with this order shall be mutually settled as far as possible, failing which, all such disputes shall be referred to arbitration and settlement under the provision of Arbitration and Conciliation Act, 1996 and as amended from time to time or any such law for the time being prevailing in India. The venue of such arbitration shall be Jaipur.

Other T&C

1. Please contact for technical clarification: (1) Mr. Banwari Lal Sharma Email : banwari@lnmiit.ac.in (2) Mr. Ranjeet Singh Email: jrengineer.electrical@lnmiit.ac.in (3) Estate Manager Email: estate.Manager@lnmiit.ac.in
2. Please deliver the goods between 10:00 AM to 12:00 PM and 03:00 PM to 05:00 PM on working days (Monday to Friday) after informing us at the contact no. : Mr. Indraraj Sharma (7792922271), Jr. Assistant Purchase.
3. For any clarification, please contact Mr. Govind Chandwani, Purchase and Store Manager, at 9950997472 or e-mail at govindchandwani@lnmiit.ac.in.
4. Acceptance of goods/services shall be subject to conformity to the specifications mentioned in your offer.
5. **Your invoice should also be marked with the PO number.**
6. **In the case of the AMC/annual subscription services, the billing period should be mentioned on each invoice.**
7. Please submit a copy of this PO & copy of the cheque (for bank details) with the invoice.
8. If the make and specifications are not like the given/ required, then estate Department shall return the item without any additional cost.
9. The vendor shall supervise the delivery and safety of all. No LNMIIT person shall be responsible for any casualty
10. For payment-related matters contact 0141-3526102 to 3526105 (Accounts Office)
11. The vendor shall take care of or supervise the material delivery inside LNMIIT premises. No LNMIIT person shall be liable for the casualty.
12. To confirm the acceptance, please send us signed copies of this purchase order/confirm by email at the earliest.

For, The LNM Institute of Information Technology,


(Ranjan Kumar)
Purchase Officer | Mobile: 9655550290 | Email: purchase.officer@lnmiit.ac.in